2021 UTK-UTIA FACULTY SENATE RETREAT New Faculty Senator Orientation

Friday August 27, 2021 • 9:00-9:45am

Facilitator: Beauvais Lyons





President LOU GROSS

Chancellor's Professor, Director of NIMBioS, Director of TIEM 569 Dabney Hall, 1416 Circle Dr (865) 974-4295 gross@tiem.utk.edu



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Parliamentarian ERNEST BERNARD

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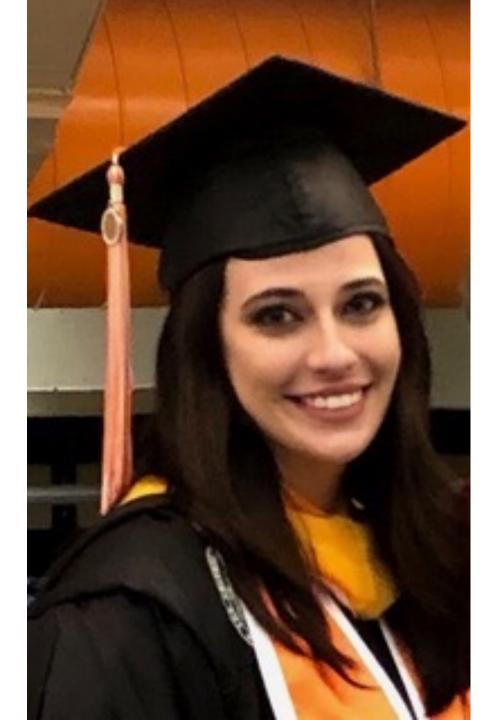
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Graduate Research Assistant J. BROOKE KILLION

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UT Faculty Council UTK Faculty Representative

DAVID PATTERSON

Cooper-Herron Endowed Professor
Mental Health Research and Practice
College of Social Work
University of Tennessee, Knoxville
dpatter2@utk.edu

Term expires: June 30, 2023

The Faculty Senate President serves on the University Faculty Council, who advise the UT system president. The Senate is also represented in the Tennessee University Faculty Senates (TUFS), a statewide body representing faculty across the state, and a national organization, the Council on Intercollegiate Athletics (COIA).



UTK Advisory Board Faculty Representative BEAUVAIS LYONS

Chancellor's Professor
School of Art
University of Tennessee, Knoxville
blyons@utk.edu
Term expires: June 30, 2022

Every two years the Faculty Senate elects a representative to serve on the UTK Advisory Board, which meets at least three times a year and reports to Chancellor Plowman. A call for candidates to serve the next term will be issued later this year.



TENNESSEE UNIVERSITY FACULTY SENATES

REPRESENTING OVER 10,000 UNIVERSITY FACULTY ACROSS TENNESSEE.

EXECUTIVE COMMITTEE

MEETING INFORMATION V

ABOUT US V

GOVERNING DOCUMENTS V

RESOLUTIONS AND PRESS RELEASES

President



Dr. Sandi Smith-Andrews
Tennessee Tech University
National Council of Faculty Senates
District 6 Representative
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Past President



Dr. Misty Anderson
University of Tennessee, Knoxville
manderson@utk.edu



COIA – Coalition on Intercollegiate Athletics

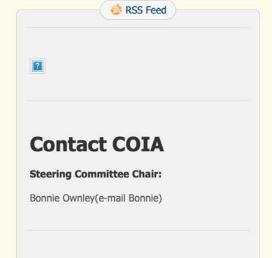
Coalition on Intercollegiate Athletics

Welcome

The Coalition on Intercollegiate Athletics (COIA; the Coalition) is an alliance of faculty senates from NCAA Football Bowl Subdivision (FBS) schools. COIA's mission is to provide a national faculty voice on intercollegiate sports issues. Areas of concern include academic integrity and quality, student-athlete welfare, campus governance of intercollegiate athletics, commercialization, and fiscal responsibility. The Coalition is committed to the development of effective strategies and proposals for significant, long-term reform in college athletics.



COIA works with university faculties, administrations, trustee boards, and national associations concerned with higher education, to implement these strategies and proposals.



Home **Committees** Membership Calendar Reports, Minutes & Publications **Issues of Interest** Governing Documents & Resources Archives Give to the Faculty Senate Shared Governance Fund Ť Give to UT

The UTK-UTIA Faculty Senate represents the faculty in the shared governance of the university. Senators are elected each spring semester from the various academic units organized as a caucus representing a given college or division of a college. The Faculty Senate works as a representative body and through committees to develop and recommend policies regarding the educational objectives of the campus. We consider, advise, and recommend policies and procedures which concern the general welfare of the faculty. These include:

- criteria for faculty appointment, dismissal, promotions, tenure, and retirement;
- criteria for the selection of the chief academic officer and other campus administrative officers;
- priorities for the University budget;
- priorities for the University development plan;
- changes in physical facilities.

The Faculty Senate also consider, advise, and recommend on proposed policies regarding student life, rights, and responsibilities.

Duties of a Faculty Senator

Each voting member of the Faculty Senate is expected to:

- 1. Represent the constituency and the broader interests of the faculty;
- 2. Attend and participate in Faculty Senate meetings on a regular basis;
- 3. Participate actively in the appropriate caucus;
- 4. Communicate and interact regularly with constituents;
- 5. Maintain active membership on at least one Faculty Senate standing committee;
- 6. Serve on other committees and task forces as needed; and
- 7. Participate in Faculty Senate retreats, training, and information sessions

Faculty Senate Meetings take place Mondays from 3:30-5:00pm.

In Advance of Faculty Senate Meetings

Several days before each meeting, senators will receive an email with the meeting agenda, which will be linked to any minutes, resolutions, documents or reports to be considered. Senators should review these items before each meeting. It is especially important for senators to review minutes of the Undergraduate Council and the Graduate Council, as they are presented for final approval at Faculty Senate meetings. Most often resolutions and reports that come before the Faculty Senate have been vetted by the Executive Council of the Faculty Senate, but it is also possible for individual senators to draft and circulate a resolution before or at a meeting. If possible, it is advisable to present such resolutions to the Executive Council first, but if the matter is urgent, and this is not possible, to circulate the resolution through the Faculty Senate Listserver (Senate@listserv.utk.edu)

If You Can Not Attend a Meeting

Attendance at Senate meetings is critical to ensure broad participation and quorum. Faculty Senators who are unable to attend a meeting of the Faculty Senate should contact the alternates from their caucus to see if one of them can serve as their replacement. For all meetings conducted by Zoom, the senator should send an email to Faculty Senate Secretary Millie Gimmel (mgimmel@utk.edu) copied to the alternate in advance of the meeting.

Meeting Protocols

Even with Zoom meetings, it is good practice to show up to meetings 5-10 minutes early to assist the Parliamentarian with establishing a quorum and to provide an opportunity for social exchange. Traditionally faculty senators refer to other senators using their senator title, such as "Senator Jimenez," or "Senator Williams," etc. Faculty Senate meetings are conducted according to Roberts Rules of Order. For more information see: http://www.robertsrules.org/

Zoom Protocols

Due to COVID, Faculty Senate meetings will be conducted by Zoom until further notice. Below are a few guidelines to assist the meetings run effectively:

- 1. Keep video and microphone disabled throughout the meeting, except when you have been recognized to speak.
- 2. Providing feedback during meetings using the chat function.
- 3. Questions or concerns during meeting presentations, raise hand, when recognized, turn on microphone.

Attending Meetings in Person

When public health conditions permit, we hold face-to-face meetings in Lecture Room 101, Strong Hall on Cumberland Avenue. Before entering the room there is a table with name plaques with stands for each senator. Senators should sit in the section designated for senators and place their name tags so they visible to the parliamentarian to assist in establishing whether there is a quorum. Alternate senators should sign-in for the senator they are replacing and use one of the alternate name plaques.

Elections and the Caucus System

Faculty Senate representation and elections are organized around a caucus system. Before caucuses were established, representation in the faculty Senate was often treated as a service assignment made by a department head or dean. In contrast, having an active caucus, one that fosters an open election process is critical to ensuring fair and effective representation of faculty concerns about the operations of the university. The Caucus Chair plays a key role in ensuring this process works smoothly.

+ Draft date August 16, 2021

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Draft date August 16, 2021

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Duties of Caucus Chairs

The Caucus Chair encourages communications among members of the caucus, typically through email or at college-level meetings. Helps to keep the faculty at-large in their division/college informed of important issues before the Faculty Senate.

Based on a formula listed in the Faculty Senate Bylaws (Article II, Section 1, F), every January the Administrative Specialist for the Faculty Senate and the Faculty Senate President-Elect receive a report from the UTK Office of Institutional Research listing the number of faculty senators for each caucus. Based on this data, caucus chairs are notified on how many open seats will need to be filled for the next election cycle. The Caucus Chair then issues a call for nominations and self-nominations for open seats in the Faculty Senate, striving to get two candidates for each open position. In most caucuses, elections are conducted electronically through the Faculty Senate with the assistance of the Office of Information Technology and the UT Payroll Office, or in called meetings of the unit represented by the Caucus, and are to be completed by April 15. The Caucus Chair is a member of the Committee on Nominations and Appointments, which typically completes most of its work each spring through email. The Caucus Chair is to share the information below about the criteria and duties of being a Faculty Senator with colleagues in their division/college caucus.

2021-2022 Senate Meetings: Mondays, 3:30-5:00pm

Monday, September 20, 2021

Monday, October 18, 2021

Monday, November 15, 2021

Monday, January 10, 2022 (reserved if needed per Senate Bylaws)

Monday, February 7, 2022

Monday, March 7, 2022

Monday, April 4, 2022

Monday, May 2, 2022

Shared Governance Fund Background

During the 2003-04 academic year, officers of the UTK Faculty Senate, representing the Executive Committee, made a decision to establish a gift fund to support the work of the Faculty Senate. The Faculty Senate Shared Governance Fund may receive gifts from any donor. These gifts shall be added to the FACULTY SENATE SHARED GOVERNANCE FUND and be subject to the terms and conditions of these Provisions.

How to Support the Faculty Senate Shared Governance Fund

Give securely online via dedicated

link: http://giving.utk.edu/facultysenate

Q&A